

TITLE 67, NEBRASKA ADMINISTRATIVE CODE, CHAPTER 5

NEBRASKA EMERGENCY MANAGEMENT AGENCY

**RULES AND REGULATIONS GOVERNING THE NEBRASKA EMERGENCY PLANNING
AND COMMUNITY RIGHT TO KNOW ACT, AND THE NEBRASKA EMERGENCY
PLANNING AND COMMUNITY RIGHT TO KNOW CASH FUND**

Effective Date:

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NEBRASKA EMERGENCY PLANNING AND COMMUNITY RIGHT TO KNOW ACT CASH FUND; may receive gifts, bequests, grants, fees, or other contributions or donations from public and private entities, shall be used to carry out the purpose of the Nebraska Emergency Planning and Community Right to Know Act. This fund will be administered for the State Emergency Response Commission (SERC) by the Nebraska Emergency Management Agency(NEMA), as directed by NE RRS 81-15.210(1).

001. DEFINITIONS

001.01. Bequeath Contributions

Any contributions given or left to the SERC following the death of a donor and execution of said will.

001.02. Cash Contributions

Cash contributions presented to the SERC are monetary contribution, donations, bequests, and grants, received from government agencies, public agencies, institutions, private and/or individuals.

001.03. In-Kind Contributions

In-Kind contributions represent monetary value of non-cash contributions donated to the SERC. In-Kind contributions may be in the form of personal property, goods, and services.

001.04. Majority Vote

Shall mean a vote of a simple majority of the total SERC membership.

001.05. Policy Handbook

A document written and distributed by the SERC to the LEPC detailing minimum requirements for the operation of the LEPC.

002. Allocations

002.01. NEMA may notify all Local Emergency Planning Committees that meet eligibility requirements defined by the SERC in the policy handbook, within 90 days when funds or equipment are available.

002.02 Any LEPC meeting requirements wishing to request funds or equipment from the SERC shall submit a written request and shall use the following format:

002.02A. Name of the LEPC, LEPC Mailing Address, and Federal Tax ID number;

002.02B. Amount of funds or equipment requested;

002.02C. Description of how the funds or equipment are to be used;

002.02D. Signature of the LEPC Chairperson.

002.03. The SERC shall award the funds or equipment by a majority vote.

002.04. The LEPC shall provide a written report to the SERC upon completion of the project or written documentation of the inventory of the equipment.

002.05. Petty cash accounts are prohibited.

003. AUDIT

003.01. A fiscal and surplus equipment audit shall be conducted annually by NEMA.

003.02. Audit reports will submitted to the SERC by April 30 of the following year.

003.03. All SERC audit reports shall be retained in the files at NEMA and shall be made available upon request during NEMA regular business hours.